

Eastern Idaho Chronic Disease Coalition

April 11, 2018

12:00 pm – 1:00 pm

EIPH
1250 Hollipark Drive, Idaho Falls

Attendees: James Corbett (EIPH), Jenna Orchard (EIPH), Trudi Poole (EIRMC), Morgan Nield (EICAP), Tyler Watson (BYU-Idaho), Nicole Foster (EIPH), Dave Klingler (Idaho Diabetes Lion's Club), Vonda Smith (phone)

Minutes

Agenda item: March Meeting Recap **Presenter:** Jenna

Discussion: Focused on building a strong coalition that will be sustainable by creating by-laws and an organizational structure. Officers were nominated: President: Jenna Orchard, Vice President: Dave Klingler, Secretary: Trudi Poole, Treasurer: Morgan Nield.

Agenda item: By-laws **Presenter:** James & Group

Discussion: James and Jenna took the suggestions from last meeting and updated the by-laws. The coalition name was changed to Eastern Idaho Chronic Disease Coalition or EICDC. Mission and purpose, terms of office, voting methods, treasurer as president elect, a community health needs assessment committee and limit of \$75 transactions by treasurer were all added or will be added to the by-laws. Article I and II were approved by the coalition, Article III sections 1-5 were also approved (see updated by-laws).

James is going to work on the fiscal control and audit section that will be added. We're also going to revisit the membership and voting per organization. Paying an annual fee was discussed, but it was decided that there won't be dues for the time being because it could turn away potential members. The coalition will make the remaining changes next meeting.

Coalition will continue to focus on the structure and then move forward with the mission and purpose. It was suggested that small work groups be added to the structure of the coalition to improve efficiency and accomplish more than can typically be done in a monthly meeting.

Action items	Person responsible	Deadline
Continue reviewing by-laws and submit suggested changes to Jenna by May 4 th .	Group	On-going

Other Information

Special Notes: Video conference calls will be made available upon request.

Voting will take place next meeting.

Next Meeting: May 9th, 2018 (Every 2nd Wednesday)